



ANNUAL REPORT
2020-2021



Accessibility

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ISSN – 2202-7394

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Acknowledgement to Traditional Owners

The Toowoomba Hospital Foundation (THF) respectfully acknowledges all Traditional Custodians of these lands and recognise their cultural heritage and their continuing connection to land and their role in the life of the region. We are inspired by this tradition in our work to share and preserve Australia's cultural memory for future generations. We acknowledge and pay our respects to all Elders past, present and future.

20 October 2021

The Honourable Yvette D'Ath
Minister for Health and Ambulance Services
GPO Box 48
BRISBANE QLD 4001

Dear Minister

I am pleased to submit for presentation to the Parliament the Annual Report 2020-2021 and financial statements for the Toowoomba Hospital Foundation.

I certify that this annual report complies with:

- the prescribed requirements of the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2019*, and
- the detailed requirements set out in the *Annual Report Requirements for Queensland Government agencies*.

A checklist outlining the annual reporting requirements can be found at pages 26-27 of this annual report.

Yours sincerely



Raymond F. Taylor
Chairperson
Toowoomba Hospital Foundation

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Chairperson's Report

Raymond F. Taylor | Chairperson

On behalf of the Toowoomba Hospital Foundation (THF) Board, I am proud to present our 2020-2021 Annual Report highlighting our commitment to giving back and supporting the incredible work of Darling Downs Hospital and Health Service (DDHHS).

Over the last 12 months the Board and I have supported the THF team as they navigated their way back to a sense of normal operation and fundraising.

It has been a real moment of pride to see how quickly the team is able to adapt, move forward and take on challenges and opportunities so that the patients and staff of our health service remain the highest priority, especially during these current times.

We are incredibly grateful to our community and local businesses for their continued support of our mission and helping us achieve the incredible results we did in 2020-2021. Without you we wouldn't have been able to approve \$1.4 million in grants for our hospital and health service. This is an impressive outcome considering the Board's measured approach to our grants approval process this year in light of the financial impacts experienced in 2019-2020.

As someone who has been involved in THF since its very first inception as the Toowoomba Health Services Foundation in June 1991 and as Chairperson since 1999, it was very special to celebrate our 30th year in June 2021.

I am so proud of all we have achieved over the last 30 years, especially as what we've accomplished has meant we've fast become the charity of choice in the Toowoomba region. From our very first donation of a \$400 breast pump for the Toowoomba Hospital Maternity Ward in 1994 to our largest ever single donation of \$1 million towards the Toowoomba Hospital Endoscopy Unit expansion in 2015, there are countless patients and staff who've benefited from the generosity of our community over the last three decades.

With our solid business bases and the groundwork which has been laid to ensure the Foundation continues well into the future, I'm sure our predecessors will continue to help countless others.

In 2021 we also celebrated 20 years of partnership with Pure Land Learning College who were integral in assisting us create the Toowoomba Hospital Foundation / Pure Land Learning College Research Scholarships Program. It is through their kindness and the generosity of their Venerable Master Chin Kung AM that makes the possibility of new discoveries and treatments for our patients a reality.

I would like to take this opportunity to thank my fellow Board members for giving their time and expertise in overseeing the governance of THF.

This year we sadly farewelled Cr Megan O'Hara Sullivan, as a local businesswoman, practicing optometrist and in recent years as a Councillor of Toowoomba Regional Council, Megan brought a wealth of knowledge to our Board.

In June we also farewelled two of our longest serving Board members – Dr Ros Reilly and Horst Brosi, who've made the tough decision to retire from our Board after collectively serving 46.5 years.

Ros, who joined our Board in 1996, is stepping away from our Board after serving our community for 24.5 years, and Horst who joined in 1999, is hanging up his hat with 22 years of service under his belt.

We've been incredibly fortunate to have had the knowledge, guidance and compassion of Ros, Horst and Megan and on behalf of the Board, I wish them all the best as they continue to support our great community in whatever capacity they can.

Thank you to all within our community for their generosity in 2020-2021; it's your continued support that ensures the Foundation thrives in its mission.

Chief Executive Officer's Report

Alison Kennedy | Chief Executive Officer

I don't think I was alone in nervously holding my breath as we stepped into the new financial year. Being able to let it out with relief, and dare I say a little happy dance, as the Foundation managed to make it through the last 12 months with relatively little harm.

We consider ourselves to have been very fortunate over the last 12 months with many of our daily operations, events and fundraising initiatives kicking back into gear after the rocky start to 2020.

This year's 2020-2021 Annual Report highlights how THF has continued to provide for the current needs of our community and health service as we take on every opportunity and challenge through the ups and downs of the COVID-19 pandemic.

In 2021 we celebrated 20 years of partnership with Pure Land Learning College who with their first donation of \$120,000 in 2001 helped the Foundation establish our research scholarships program.

The Toowoomba Hospital Foundation / Pure Land Learning College Research Scholarships program has received a total of \$2.28 million in support of professional and novice Darling Downs Health researchers. We are incredibly grateful for this wonderful partnership we have with Pure Land Learning College, and we can't thank the Venerable Master enough for his generosity.

Adapting to the ever-changing tourism and events environment, in October 2020 THF introduced the Great Western Road Trip in response to a growing demand for family-friendly COVID-safe events following the cancellation of many festivals across the region.

Over the October Queen's Birthday long weekend, 32 vehicles and 80 participants from across South-East Queensland raised \$80,000 for rural health services. Not only that, but the Great Western Road Trip also helped contribute to the economies of our health region's smaller communities and added value to the Darling Downs' struggling tourism industry.

The new financial year also saw in the completion of our very first Tax Appeal in aid of raising funds for Darling Downs Health Mental Health Services.

With thanks to our incredible community, local businesses, and a number of philanthropic donations, we raised \$120,000 to bring Transcranial Magnetic Stimulation therapy to public patients with depression and anxiety.

This is an outstanding achievement for our health service and the Foundation as we shift towards a more sustainable for-purpose fundraising model.

Despite the recent challenges of COVID-19, the Foundation celebrated 2020-2021 with a record year of events. With Women of Strength, Ladies Diamond Luncheon, Pink High Tea, Something About Bella, Firies Charity Golf Day and Colour of Change all setting their highest ever fundraising tallies.

This financial year marked a momentous milestone for THF, celebrating our 30th year of fundraising for DDHHS. We've proudly served our local community and health service region

since 1991 and in this time have gifted over \$15 million to assisting patients and staff through funding medical equipment, facility enhancements, patient programs, staff development, scholarships, and research.

At the heart of everything we do at THF is our community and we wouldn't have come this far without your support. So, thank you for 30 years of giving back, of making a difference and of helping others. Here's to another 30 years of the Foundation supporting the patients, families, and DDHHS staff.

The Role of Toowoomba Hospital Foundation

THF is a non-profit, charitable organisation that provides fundraising support to the Toowoomba Hospital, Baillie Henderson Hospital, Mt Lofty Heights Nursing Home and other hospitals and health services within the DDHHS region. The Foundation through community donations and our commercial business base helps fund equipment, services and programs, as well as staff development, research and scholarships for DDHHS.

THF is a statutory body incorporated under the *Hospitals Foundations Act 2018*. Originally formed as the Toowoomba Health Services Foundation in June 1991, a name change under the provisions of the Act saw the emergence of the Darling Downs Health Services Foundation in April 1992 and then a further name change to Toowoomba Hospital Foundation in October 1996.

We are committed to achieving excellence in what we do as one of the most recognised and supported charities in the Toowoomba and Darling Downs region. We value trust and respect, and strive to inform, consult and engage with our community and key stakeholders in a transparent, ethical and responsive way. We value our donors, our sponsors and our reputation.

Our vision:

Connecting with our community to assist our local hospitals.

Our priorities:

- **Sustained financial growth** – Diversify and grow our revenue streams from commercial operations, bequests and philanthropy.
- **Expand regional scope** – Transition our operations and our brand to a whole-of-health region model aligned with DDHHS to work with auxiliaries which seek or need our support.
- **Stronger alignment with DDHHS** – Work closely with DDHHS under a Memorandum of Understanding to ensure planned alignment of our activities with its strategic priorities.

Our values:

- **Energy** - We are active, enthusiastic and accountable. We make things happen and take pride in our contribution to the community.
- **Collaboration** - We connect with our community, our sponsors, donors and partners to respond to the needs of our hospitals.
- **Empathy** - We are compassionate, and we inspire compassion in others through the stories of the people in our community and the accomplishments of our hospitals.

The Toowoomba Hospital Foundation office is situated at the entrance of the Toowoomba Hospital Campus at 154 Pechey Street, Toowoomba.

Our Operating Environment

As a statutory body THF is subject to the provisions of the *Financial Accountability Act 2009* and subordinate legislation. THF is audited annually by external auditors, this year our auditors were KPMG, who were appointed by the Queensland Audit office (QAO).

The THF is endorsed by the Australian Tax Office as a Deductible Gift Recipient and an Income Tax Exempt Charity under the *Income Tax Assessment Act 1997*. It is also endorsed for GST concessions under a *New Tax System (Goods and Services Tax) Act 1999* and it is exempted under the *Fringe Benefits Tax Assessment Act 1986*.

THF has engaged its stakeholders and the local community about the importance of supporting local hospitals and health services of the region through several fundraising events and our annual Tax Appeal and Toowoomba Hospital Christmas Appeal.

The funding we disperse is mainly provided from the profits of the business base of the Foundation; however, the THF fundraising events also contribute equipment and facility enhancement, staff development, scholarships, health and medical research' and special grants and awards.

The Board, in consultation with DDHHS executives, decide applications for grants on a monthly basis. The Board continues to focus on the Foundation's contribution to the health service as a key driver in its decision-making process, keeping in mind that we have a duty to ensure that all money donated to and raised by the Foundation is managed and spent on initiatives that achieve the maximum public benefit.

This financial year the Foundation approved \$1.4 million in funding for the health service. Under guidance of the Queensland Government's Unite and Recover Economic Plan, the 2020-2021 financial year saw the Foundation continue business as usual with fundraising projects, events and commercial business bases leading to a greater than expected number of grants approved for the year.

THF has been able to continue funding its health and medical research grants through the generosity of the Pure Land Learning College who once again donated \$120,000. This donation is vital for our local medical researchers to help pave the way for innovation in health service.

The Darling Downs Health Wellness Program within the health service remains a high priority to the Foundation. We continue to work with DDHHS to promote healthy living to both staff and patients by ensuring that the café provides healthy options to its customers and that vending machines within the health service are only stocked with healthy options.

Queensland Government objectives for the community

The Queensland Government's community objectives are built around *Unite and Recover*.

The objectives are:

- Safeguarding our health
- Supporting jobs
- Backing small business
- Making it for Queensland
- Building Queensland
- Growing our regions
- Investing in skills
- Backing our frontline services
- Protecting the environment.

THF supports the Government's community objectives and contributes by:

- undertaking fundraising activities that are reflective of our local economy and appropriate for our diverse community enabling us to provide funding now and into the future for the public health facilities we serve
- supporting DDHHS's COVID-19 response and ensuring frontline staff and departments, such as Emergency, remains a fundraising priority to ensure they receive the equipment, training and resources required to ease pressure on patient flow
- providing ongoing support to vulnerable Queenslanders through our subsidised Clive Berghofer Accommodation Centre and by continuing our strong relationship with Darling Downs Health Sexual Assault Support Services through the provision of Dignity Packs, new clothing and resources for their counselling services
- embracing opportunities to sustain and grow our commercial businesses, such as our Wellbean Co café, as well as to invest in and support job creation through new ventures such as the Darling Downs Health Museum Project (application to the Australian Government Building Better Regions Fund currently pending)
- maintaining a 'support local' policy for procurement procedures for THF operations, businesses, and fundraising events. We understand and appreciate the value small businesses add to our community, but also the generosity they give towards supporting what we do within our community
- continuing to grow and adapt in the changing environment through expanding our regional reach across the Darling Downs through grants and fundraising events. Born out of the need to support the economic growth of small communities and give value to our region's struggling tourism industry, the Great Western Road Trip took place in October 2020 and raised \$80,000 for rural health services and introduced 80 people from South-East Queensland to the Darling Downs

- continuing to invest in the skills of our healthcare professionals, THF staff and volunteers through funding staff development courses, training and higher education scholarships
- raising awareness and adopting the Darling Downs Health Recycling Program to reduce waste by recycling products, reducing the amount of water we use, conserving energy, using recycled products and materials to assist in protecting our environment. This year the Foundation continued working with container collection companies to recycle patient water bottles through Containers for Change and at our fundraising events. Our café Wellbean Co, also uses packaging that is compostable and recyclable and offers a promotional keep cup to reduce waste
- maintaining accountability and financial sustainability.

Support for Queensland Health's Strategic Objectives

Queensland Health's purpose is to provide leadership and direction, and to work collaboratively to enable the health system to deliver quality services that are safe and responsive for Queenslanders.

THF supports Queensland Health's values of putting customers first, putting ideas into action, unleashing potential, being courageous, empowering people and the following strategic objectives:

Promote and protect the health of Queenslanders where they live, work and play: THF provides funding for programs and services across the DDHHS that directly helps to assist our patients to live a healthier life. In 2020-2021 we re-launched our Staff Wellness Calendar which supported several activities to promote staff wellbeing and mindfulness once a month at Toowoomba Hospital, Baillie Henderson Hospital and Mt Lofty Heights Nursing Home. Again, this year our sunscreen trailer was used by community groups and schools to encourage sun safe initiatives at outdoor events held throughout the Darling Downs.

Drive the safest and highest quality services possible: THF takes advice from the DDHHS Executive to ensure that the equipment and services we fund are safe, appropriate and improve patient experiences through all aspects of the health service. 2020-2021 saw the Foundation approve funding of just over \$1.4 million for equipment and facility enhancement to ensure the health service has the latest and most up-to-date facilities.

Drive equitable health outcomes by supporting access to appropriate health services for all Queenslanders: THF works in close consultation with DDHHS to ensure all funded projects, programs and equipment provide equitable access and support to all residents and persons seeking care from DDHHS. THF currently provide several programs that support access to health services in the region, including: concessional car parking at Toowoomba Hospital to ease costs on patients, families and visitors attending appointments; subsidised accommodation through the Patient Travel Subsidy Scheme at the Clive Berghofer Accommodation Centre for patients who live further than 50kms away; a free Baby Book Bag initiative for all new babies born in maternity wards across the DDHHS region to encourage early childhood development; and free Dignity Packs for patients who present and are admitted to the Toowoomba Hospital without basic toiletries.

Pursue partnerships with consumers, communities, health and other organisations to help achieve our goals: THF engages with a wide cross section of our community from businesses, volunteers, other not-for-profit organisations and service clubs to ensure we have a wide community reach.

Empower consumers and health professionals through the availability and use of data and digital innovations: THF continues to grow the avenues in which our community, supporters, clients of the hospital and DDHHS staff can connect with us through digital technology. In 2020-2021 we assisted in the roll-out of digital information screens throughout the Toowoomba Hospital (with plans to expand across the health service) for the distribution of information to staff as well as patients in high-volume waiting areas. THF has also embraced the use of QR codes for the use of public access to information on our digital platforms and continue to utilise key data insights from our digital channels to improve service delivery.

Support the delivery of sustainable health services through integrated policy, planning, funding and implementation efforts: THF works with the DDHHS Executive to ensure that our funding streams support the strategic policy direction of the health service, and that the Foundation adheres to the DDHHS guidelines, policies and procedures.

Inspire the Department's workforce to achieve excellence and drive a vibrant culture and safe workplace environment: THF continues to fund education, training, professional development, scholarships and health and medical research grants which are available to DDHHS staff. This year the Toowoomba Hospital Foundation funded 26 education, training, professional development grants and 19 scholarships for DDHHS staff.

Strategic objectives and performance indicators

THF supports the community by raising funds to provide improvements for local health facilities and services. We assist patients and their families by providing the hospital with equipment and resources and we support hospital staff through providing funding for training, education and research projects.

The table below sets out the Foundation's objectives, performance indicators and strategies, as outlined in our 2019-2022 strategic plan, which can be found at:

<http://www.toowoombahospitalfoundation.org.au>.

Objectives	Performance Indicators	Strategies
To create and maintain engaging relationships	Growth in audience numbers	Operate effective, sustained partnerships with our hospitals to ensure we attend to their priorities. Provide a broad range of community engagement events every year to increase awareness about the Foundation. Inform, recognise and support our donors. Maximise community exposure through online and social media.
Grow our income streams sustainably in support of our hospitals	Growth in funds available for distribution to our hospitals	Diversify our revenue streams. Secure new corporate donors. Develop and operate a successful bequest program. Work with current and new business partners to grow partnership income. Grow philanthropic partnering.
To operate an efficient, dynamic and sustainable charity	Full compliance with statutory obligations Operate to budget Benchmarked % administration costs to distributed funds	Provide staff with access to appropriate professional development. Regularly review all processes, policies and procedures. Apply digital technologies to improve the efficiency and effectiveness of our operations. Full compliance with statutory obligations.

Achieving our Objectives: THF has worked hard this past year to meet our objectives by using our performance indicators outlined in our Strategic Plan. These performance measures underpin our continued efforts to pursue our vision to connect with our community to financially assist our local hospitals across the Darling Downs.

Despite the challenges of 2020-2021 and our Board's projection of a more conservative and considerate year, THF approved \$1,477,428 in grants in support of assisting DDHHS with their healthcare priorities – well above our anticipated budget.

This year, THF refocused on our community awareness and engagement activities following the introduction of our Foundation Mascot Sunny in 2020. Sunny has made several appearances in the Paediatric Unit, at outdoor events and fundraising activities in local shopping centres. In April 2021 we also welcomed a 12-month partnership with local law firm Clifford Gouldson, borrowing their coffee van for local events and activities in the community. Adding to our collection of vans, in June 2021 we officially launched our Kombi Photobooth with thanks to sponsorship from local businesses. These initiatives are helping us to create engaging relationships with our community and potential donors.

THF has again continued to focus on increasing our social media presence which allows us to communicate and recognise our generous donors, sponsors, supporters, and the public. This has increased the transparency with which we operate and has allowed the community to have a greater understanding of the work we do.

In 2020-2021 we focused on growing the audience numbers and engagement on our less active social media profiles – Instagram and LinkedIn as Facebook steadily grew by 12.8 per cent to 6688 followers (from 5929). Our Instagram grew from 1607 followers to 1933 followers an increase of 20.28 per cent over the year, with our LinkedIn followers growing by 66 per cent from 224 followers to 372 followers.

As part of our objective to grow our partnerships income and philanthropic partnering, this year has been heavily focused on developing new partnerships with local businesses. As well as giving increased opportunities to our current partners and sponsors to support the work of THF.

THF welcomed over 50 new sponsors and contra donors this year, with 2020-2021 being their first ever interaction with the Foundation.

The Foundation was also very fortunate to move back to, mostly, business as usual for our events in 2020-2021. Many of our postponed events were able to take place in the first half of this year on top of those already planned. This year has been a record year for many of our events with Women of Strength, Ladies Diamond Luncheon, Pink High Tea, Something About Bella, Furies Charity Golf Day and Colour of Change all setting their highest ever fundraising tally, meaning more funds available for distribution to our hospitals.

Increasing our income streams, especially through passive and peer-to-peer fundraising became a higher priority this year due to a shift in focus away from events in this current environment. In 2020 we launched our Wall of Gratitude in the Toowoomba Hospital which has seen 73 individuals, families and local businesses purchase a tile in recognition of the hard work of the DDHHS.

2020-2021 also saw in the completion of our 2020 Tax Appeal (which ran from May – June 2020) and the start of our 2021 Tax Appeal (from May – June 2021). Our 2020 Tax Appeal raised \$120,000 through a targeted campaign and peer-to-peer fundraising in support of the

Darling Downs Health Mental Health Service. The development of these Appeals were in response to the cancellation of the Give Me 5 For Kids Appeal which was run nationally through Southern Cross Austereo and raised significant funds for Children's Health.

Furthermore, in October 2020 in line with our expanded fundraising geographical area and focus to be a whole-of-health region charity, we completed the Great Western Road Trip. This event was driven by peer-to-peer fundraising goals, and in total raised \$80,000 for rural health services and introduced 80 people from South-east Queensland to the Darling Downs and brought awareness of the fundraising objectives of THF to over 10 towns and communities.

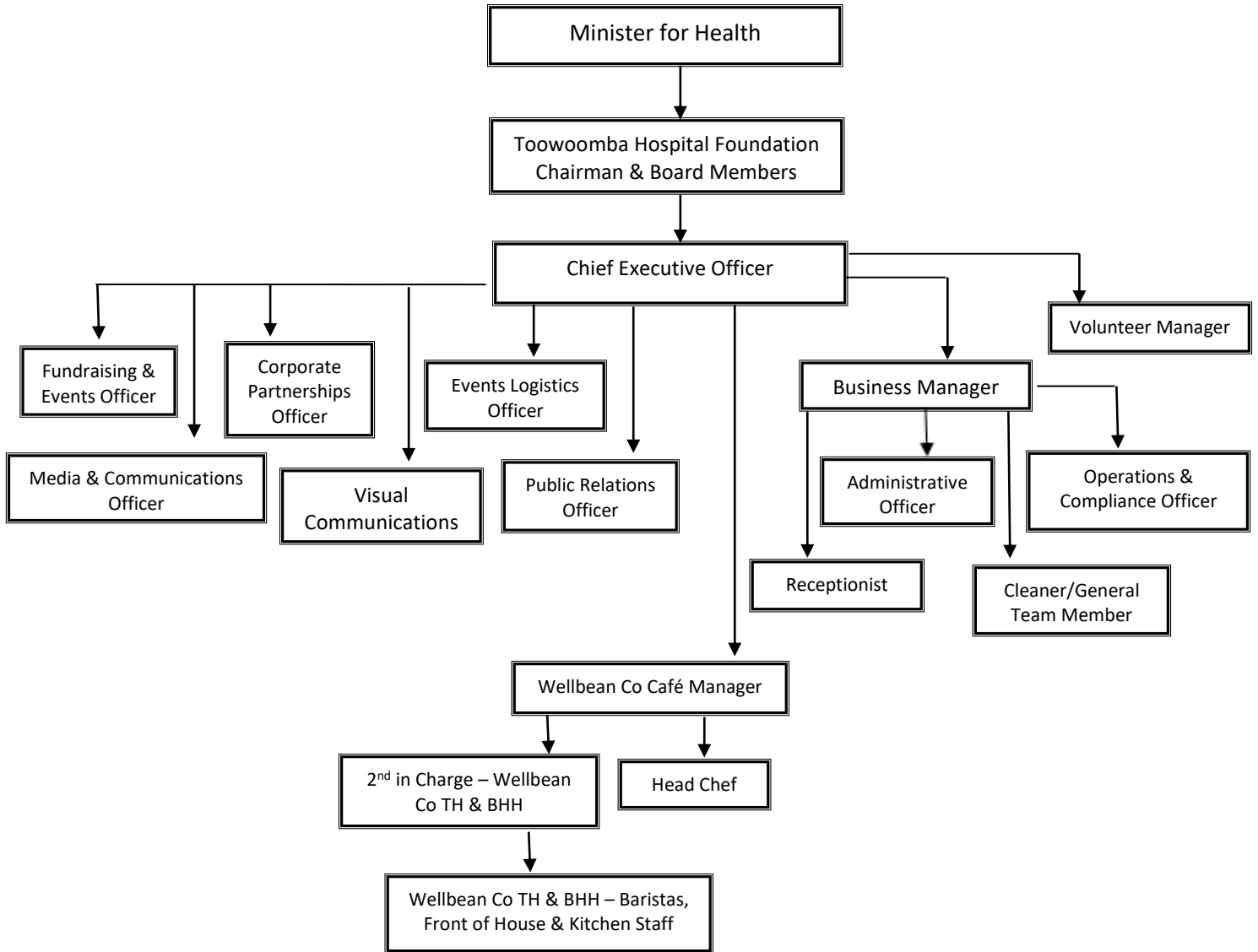
THF has met the financial requirements of the *Financial Accountability Act 2009*. The Foundation has also developed a Financial Management Practice Manual in accordance with the *Financial Performance Management Standard 2019* to ensure the necessary financial systems and processes are undertaken to enable the Foundation to fulfil its role as an independent statutory body. By following these controls, the Foundation operates efficiently, effectively and economically.

Summary of Financial Performance

	2021 \$	2020 \$	Commentary
Income			
Car parking revenue	2,241,756	2,130,252	Car Parking: Revenue increased from 2020 with the reintroduction of elective services within the Hospital.
Coffee shop and cafeteria income	1,994,386	2,117,918	
Functions, special events and other fundraising income	1,136,155	999,467	Coffee Shop and Cafeteria: Due to restrictions placed on visitors to Qld Public Hospitals, takings at the Wellbean Co Cafe were down on last year.
Bequests and donations	303,573	429,528	
Other income	478,333	756,778	
Total Income	6,154,203	6,433,943	
Less Employee expenses	(1,828,903)	(1,784,777)	Fundraising Income: Despite the challenges of COVID-19, the Foundation celebrated 2020-2021 with a record year of events setting their highest ever fundraising tallies.
Less Supplies and services	(2,265,431)	(2,194,572)	
Less Loss on disposal of assets	(173,975)	0	Employment Expenses: 2020 saw an increase in employment expenses, as the Foundation took over the management of the Darling Downs Health Volunteers.
Less Depreciation and impairment expenses	(71,989)	(65,236)	
Less Finance costs	(2,439)	0	
Profit before Grants and donations	1,811,466	2,389,358	
Grant distribution	(1,043,860)	(1,223,001)	Loss on disposal of assets: The Toowoomba Hospital Foundation upgraded the carparking equipment within the multi-storey car park to ensure a smooth transition to full automation. This saw the old equipment obsolete.
Funding - HREC co-ordinator	(47,755)	(42,933)	
Donations to Toowoomba Hospital	(427,300)	(963,741)	
Net Profit/(Loss)	<u>292,551</u>	<u>159,683</u>	
Grant Distribution Summary			
	2021 \$	2020 \$	
Special funding and programs	1,479	207,047	Grant Distribution: The Toowoomba Hospital Foundation continued to support Darling Downs Hospital and Health Service with the approval of Grants through our Application for Funding and Research Program.
Education and training	41,833	79,363	
Equipment	999,206	832,889	
Scholarship	69,001	54,718	
Medical research	36,848	48,984	
Medical research - grants returned	(104,507)	0	
	<u>1,043,860</u>	<u>1,223,001</u>	
	<u>1,043,860</u>	<u>1,223,001</u>	

Our Organisational Structure

The structure of THF (as at 30 June 2021) is depicted here:



Executive Management

The Chief Executive Officer, Alison Kennedy, is responsible for the day-to-day operation and management of the Foundation and the implementation of strategies as outlined in the strategic plan.

Assisting the Chief Executive Officer is a dedicated team of staff:

Anna-Louise Sauverain - Business Manager
Erin Kehoe-O'Shea - Marketing and Events Manager (to April 2021)
Dan Stewart - Corporate Partnerships Officer
Laura Conroy - Media and Communications Officer
Zoe Boyd - Operations and Compliance Officer
Libby Coghlan - Fundraising and Events Officer
Sarah Raftery - Visual Communications Officer (to December 2020)
Grantley Smith – Visual Communications Officer (from November 2020)
Kisa Levale - Client Experience Officer
David Burrett - Facilities Project Officer (to 31 August 2020)
Emma Manteufel - Public Relations Officer
Kanista Onnok - Cleaner/General Team Member
Brooke Treadwell – Receptionist (from October 2020)
Sherry McDowell – Events Logistics Officer (from May 2021)
Judy Andrews – Volunteer Manager (from November 2020).

Wellbean Co is managed by Debbie Matthews, with Kim Talbot managing the Baillie Henderson Hospital café and their dedicated teams.

The Chief Executive Officer is responsible for providing a written report as well as a financial report at each of the monthly Board meetings.

Our Board

The Chairperson and Board members of the THF Board have been approved by His Excellency the Governor, acting by and with the advice of the Executive Council and under the provisions of the *Hospital Foundations Act 2018*.

THF is a strong advocate for driving positive change within our community, this includes ensuring fair and equal gender representation on our Board. We support the Queensland Government's gender parity targets.

Sadly, this year we farewelled Cr Megan O'Hara Sullivan from the THF Board. We thank Megan for all her hard work on the Board and wish her well in her endeavours.

The THF Board held 11 meetings during the 2020-2021 financial year.

Name	Number Eligible to Attend	Number Attended
Raymond Taylor	11	9
Andrew Wielandt	11	11
Mike Horan AM	11	9
Dr Roslyn Reilly	11	10
Horst Brosi	11	7
Lewis Rowling	11	9
Brenda Tait	11	9
Megan O'Hara Sullivan	3	2
Peter Sedl	11	9
Dr Peter Gillies	11	8
Karen Gordon	11	10
Harold Shelton	11	10
Jacqui Armstrong	11	11
Dr Uma Kumar	11	9
Julie Stewart	11	7

Name & type of appointment	Original appointment date and current term	Brief synopsis of Board member
Raymond Taylor Chairperson	June 1991 28/04/2017 to 30/09/2022	Raymond Taylor is a founding member of the Foundation. Currently Ray is the Managing Director of Taylors Removals, and Past Chairperson of National Moving Group, Chess Moving Australia. Ray served 17 years as Director of the Qld Road Transport Association including three years as President. He has been a member of Toowoomba Rotary Club since 1980, serving as President in 1992 and 1993. Ray was also Deputy Chair on the Board of Fatima Home for Children and sat on the Local Ambulance Committee. Ray was Chairperson of St Theresa's Parish Council from 2011 to 2017 and continues as Chairperson of St Theresa's Parish Finance Committee from 2011. Ray has been a member of the Range Probus Club since 2013 and was President for the 2018-2019 year.

Andrew Wielandt Deputy Chair	February 2006 02/10/2020 to 01/10/2025	Andrew Wielandt has served on the Board since 1 February 2006. Andrew is a Director of DP Wealth Advisory, a local wealth management firm. His community engagement includes being Chair of the Empire Theatres Board, past President of the Toowoomba Chamber of Commerce and a member of the Goodwill Committee.
Mike Horan AM	May 2012 Ex-officio	Mike Horan AM has been the Chair of the Darling Downs Hospital and Health Board since its establishment in May 2012 and represents Darling Downs Health on the Foundation Board.
Peter Sedl Board Member	June 2008 02/10/2020 to 01/10/2025	Peter Sedl is a Proprietor and Director of Sedl Agencies, a Toowoomba family business that was started in 1986. He is also a Director of the National Distributors Alliance and a Certified Practicing Accountant.
Karen Gordon Board Member	September 2013 02/10/2020 to 01/10/2025	Karen Gordon is the Nursing Director for Medical Services at Toowoomba Hospital. She has over 30 years' medical nursing experience in DDHHS in the areas of clinical management and leadership, patient flow, critical care nursing and organ donation.
Brenda Tait Board Member	October 1999 28/04/2017 to 30/09/2022	Brenda Tait is a Fellow of the Australian Institute of Company Directors. Brenda has been involved in the health sector since 1998 and is currently Chief Operating Officer at Western Queensland Primary Health Network and previously 12 years as the CEO of RHealth Limited and three as General Manager, Wide Bay Medicare Local. She has extensive experience in policy, planning and developing strategies aimed at ensuring equity and greater access to health services for people living in rural and remote regions, and was a rural and remote representative on the National Rural Health Alliance Council for many years.
Lewis Rowling Board Member	July 2002 28/04/2017 to 30/09/2022	Lewis Rowling has been a lawyer for the past 40 years and he is the Senior Partner of Wonderley & Hall, a firm he has been with since 1976. Lew brings a wealth of legal knowledge and advice to the Toowoomba Hospital Foundation Board.
Dr Uma Kumar Board Member	December 2019 12/12/2019 to 30/09/2022	Dr Uma Kumar served as a Director on the Heartfulness Institute Board of Australia for the last four years. In addition, she is a Director of LUKS Dental. She has been a doctor for 20 years and has practised in Toowoomba since 2007, currently working for People First Health Group. She serves the community by conducting wellbeing sessions at the University of Southern Queensland (USQ) and through the Toowoomba Regional Council initiative of The Change Project.
Jacqui Armstrong Board Member	December 2018 02/10/2020 to 01/10/2025	Jacqui Armstrong is a successful businesswoman and together with her husband, they have owned and operated their motor vehicle dealership for the past 30 years. Jacqui has worked in many roles within the business and is currently the Group Financial Controller for the dealership which employs 70 local staff. Jacqui is passionate about the Toowoomba community and has been involved in many different fundraising events for a number of charities including Base Services for Homeless Toowoomba, National Breast Cancer Association as well as supporting the local hospitals.

Dr Peter Gillies Board Member	February 2016 02/10/2020 to 01/10/2025	<p>Dr Peter Gillies was appointed as Heath Service Chief Executive in May 2016 and has been with the DDHHS since 2009 when he moved to Toowoomba to take up the role of Director Medical Services. Dr Gillies was appointed as Executive Director of Medical Services in February 2011 and subsequently General Manager, Toowoomba Hospital in July 2013. In these roles he provided expert direction in improving patient care and meeting or exceeding clinical targets including timely surgery, outpatient waiting lists, and emergency department access.</p> <p>Dr Gillies is a Fellow of the Royal Australasian College of Medical Administrators and has a Master of Business Administration from Otago University. He is also a Graduate of the Australian Institute of Company Directors.</p> <p>He has a background in general management, previously working as the general manager of a health software company and as the regional manager for a not-for-profit private hospital group in Auckland, New Zealand. He has been a doctor for over 25 years and has worked in South Africa and the United Kingdom in both hospital and general practice roles prior to immigrating to New Zealand in 1995.</p>
Julie Stewart Board Member	December 2019 12/12/2019 to 30/09/2022	<p>Julie Stewart is the Director of LJ Hooker Toowoomba and LJ Hooker Commercial, the largest multi-faceted real estate agency in South-West Queensland.</p> <p>Her community engagements also include being a founding member of Life Flight and is currently on the Life Flight Regional Advisory Board and leads their major fund-raising committee, The Life Flight Gala Ball.</p> <p>She is also actively involved in Lifeline activities in the region.</p>
Megan O'Hara Sullivan Board Member	December 2011 30/09/2018 to 30/09/2020	<p>Megan O'Hara Sullivan is a Councillor on the Toowoomba Regional Council. She is the Chair of Planning and Development. Her areas of interest lie in diversity, gender equality, sustainable planning, heritage and the environment.</p>
Horst Brosi Board Member	October 1999 28/04/2017 to 30/09/2022 Resigned: 30/06/2021	<p>Horst Brosi was appointed to the Board in October 1999. Born in Toowoomba, Mr Brosi was a Partner and Director of his own engineering business, Vettiger, Vidler & Co Pty Ltd. Horst is now retired. He was the Chairperson of Downs Group Training, a board he served on for 15 years. Horst is a past President of the Old Toowoomba Club, the Toowoomba Golf Club and a founding member on the Police Citizens Youth Club Board.</p>
Dr Roslyn Reilly Board Member	November 1996 28/04/2017 to 30/09/2022 Resigned: 31/05/2021	<p>Dr Roslyn Reilly is a former registered nurse and midwife, retired from the Department of Nursing and Midwifery USQ. Among positions previously held, which include Senior Nurse Educator, (Toowoomba Hospital) Head of Department, Clinical Coordinator and Director of Post Graduate Studies and Acting Chair of Academic Board (USQ), Dr Reilly was a member of the Garden Settlement Committee for several years. She was a founding member of the Sister Elizabeth Kenny Memorial Foundation.</p>

Harold Shelton serves as Secretary of the THF Board since 24/02/2016. Harold has a Bachelor of Business (Accounting) and has in excess of 25 years' experience in commercial accounting fields both in the public and private sector and is a Fellow of CPA Australia. He is currently the Financial Controller for DDHHS, a role that encompasses financial and management accounting including preparation of statutory accounts, budgetary and performance reporting.

The Role of the Board

THF is governed by a voluntary Board drawn from the general, business, medical and university communities.

Membership of the Foundation's Board is provided for in section 30 of the *Hospital Foundations Act 2018*.

The Board has a primary responsibility to establish strategic direction, pursue established objectives and monitor business performance. The Board recognises the importance of applying best practice corporate governance principles in fulfilling this responsibility and is committed to the highest level of integrity in the conduct of its operations.

The Board recognises its overriding responsibility to act honestly, fairly, diligently and in accordance with the *Hospital Foundations Act 2018*, the *Financial Administration and Audit Act 1977* and the *Public Sector Ethics Act 1994* in serving the interests of the community, as well as the Foundation's employees, volunteers, and supporters.

The Board and management have been entrusted with the responsibility of ensuring that monies provided by donors, sponsors and the general public are effectively and efficiently managed.

The role of the Board includes and is not limited to:

- maintaining high levels of accountability to our stakeholders and external regulators
- monitoring the performance of the Chief Executive Officer
- raising awareness of the Foundation throughout the Toowoomba and Darling Downs community
- reviewing and approving strategic plans, business plans, the annual budget and financial plans
- assessing and approving applications for funding for equipment, education, research and support to the hospitals and health services
- ensuring compliance with statutory, financial, social, and corporate governance requirements
- monitoring risk and ensuring there is effective risk management controls and reporting procedures
- ensuring THF acts legally, ethically, responsibly, and transparently.

Board members attend monthly meetings where applications for funding are tabled and considered, and the financial performance and corporate governance of the Foundation is reviewed. A comprehensive financial report is provided each month to the Finance Committee and then the Board prior to meeting, to review the Foundation's day-to-day business. A budget is prepared for acceptance at the commencement of each financial year. The Finance Committee, the Chief Executive Officer and the Business Manager meet prior to the monthly board meeting to review the annual budget, compare actual figures to the budget and to ensure financial controls are being undertaken as per the THF Financial Management Practice Manual.

The Board assists staff to determine effective internal controls and oversee contractual matters including the management and operation of the Toowoomba Hospital car park, the Clive Berghofer Accommodation Centre and the Wellbean Co TH and BHH cafes.

A sub-committee of representatives from the community, health service, university, and Foundation oversees the selection process and distribution of funds for research initiatives for

the year. Research funding is generously donated every year by the Pure Land Learning College, Toowoomba.

Together with the Chief Executive Officer, Marketing and Events Manager and the Media and Communications Officer, the Board develops and oversees fundraising projects with an emphasis on raising the awareness of the needs of the hospital and health services, at the same time ensuring the financial viability of the event.

The Board gives their time and expertise freely and without remuneration.

Queensland Public Service ethics and values

In line with the requirement under the *Public Sector Ethics Act 1994 (PSEA)* for public sector agencies to have an approved code of conduct, THF has adopted the Queensland Government Code of Conduct for the Queensland Public Service as the code of conduct for staff and Board members.

A copy of this Code of Conduct has been provided to THF staff and Board members. At induction of new employees, they are provided a copy of the code as well as the link to the website. Training and further information is offered to all employees as required. All employees are expected to uphold the code by committing to and demonstrating the intent and spirit of the ethics principles and values. A Volunteer Policy and Procedures document and Volunteer Agreement which reflects the public sector ethics principles is given to all THF volunteers once they have been approved to work for the Foundation.

The code is based on the new public sector ethics principles as outlined in the PSEA: integrity and impartiality, promoting the public good, commitment to the system of government, and accountability and transparency.

Additionally, THF works towards the Queensland Public Service Values. The following five values guide our behaviour and the way we do business:

Customers first: THF prides itself on taking the time to ensure that we know our community, sponsors, donors, partners, supporters, and volunteers as this is integral to the success of our organisation.

Ideas into action: THF is active, enthusiastic, and accountable. We make things happen; we take responsibility for our actions and activities, and we take pride in our contribution to the community.

Unleash potential: THF expects greatness; we take the lead and set clear expectations and seek, provide and act on feedback. Our team constantly seeks new initiatives and ideas to raise money for DDHHS, keeping in mind the financial viability of the same.

Be courageous: THF acts with transparency and is responsible for our actions, successes, and mistakes. Our annual audit to date has been unqualified and an annual report is tabled in Parliament each year.

Empower people: THF aspires to be the leader in our field of fundraising for our hospitals and health services. We continue to utilise everyone's strengths and provide opportunities for all of our team members to individually develop their skills. This in turn has established the THF team

as a strong trustworthy group and this is reflected in the community by the number of new businesses approaching the Foundation to become involved in our fundraising activities.

Human Rights

THF's approach to human rights is underpinned by our vision and values of energy, collaboration and empathy. We pride ourselves on embedding fundamental human rights across our operations, businesses, activities, and events, by conducting ourselves and our business with due care and respect in accordance with relevant laws and regulations.

We respect the rights, interests, and dignity of the communities we service and will always seek to provide an example of good practice through our own business conduct. This includes:

- Our employment and employee policies covering areas such as discrimination, harassment and workplace health and safety.
- Our consumer, customer, community and supplier responsibilities covering areas such as responsible products and services, and accessibility.
- Where we have concerns that our work will be directly linked to human rights violations by a client, supplier or consumer we are prepared to mitigate the impacts and walk away if our engagements call our integrity and values into question.

As an equal opportunity employer we are committed to ensuring that all people of all ages, genders and cultural backgrounds have equal opportunity for recruitment, promotion, remuneration and responsibilities. We require that all employees undertake Cultural Capabilities training through DDHHS, so employees are appropriately educated on the rights and cultural practices of Aboriginal and Torres Strait Islander cultures.

We aim to ensure, alongside DDHHS, that all patients, families and visitors to the Toowoomba Hospital have access to the timely, equitable and efficient healthcare they need. To this end we provide:

- concessional car parking to ease costs on people attending appointments
- offer accommodation through the Patient Travel Subsidy Scheme in the Clive Berghofer Accommodation Centre for patients who live more than 50km away.

All THF policies and procedures are regularly updated to ensure that they are fair and equitable for all staff, visitors and clients.

During the 2020-2021 period the THF received no human rights complaints.

Risk management

THF is mindful that risk is inherent in all activities, functions and the day-to-day operation of the organisation. A risk management policy has been developed and implemented for the organisation. Risk management assessments and the subsequent plans are individually developed for events to ensure that public safety and the safety of our staff and volunteers, is protected and of paramount importance.

Among other things, the Foundation ensures that it maintains adequate insurance cover, reviews and maintains a policy manual for its employees, reviews health and safety measures, and has an operation manual outlining its day-to-day functions and operations.

THF has a robust financial management system and continues to work to the objective of maintaining and improving its good governance standards.

In accordance with recent Queensland Government guidelines, the Foundation is COVID-19 compliant with all our operations, is registered with and utilises the Check-in Qld App at our office and all business locations and ensures that all our events are compliant with current regulations.

Internal audit and audit committee

The THF Board has not deemed it necessary to establish a formal audit committee due to the relatively small size of the Foundation and the unblemished history of never having received a qualified audit since inception.

The Foundation's Board and management have the responsibility of ensuring that monies provided by donors, sponsors and the general public are effectively and efficiently managed utilising the well-developed financial systems and existing governance structure.

External scrutiny

The THF is audited annually by Queensland Audit Office (QAO).

Information systems and recordkeeping compliance

THF has engaged an external company, Evolve Technologies, to provide expertise and support in this area. Evolve Technologies ensures that the security of the Foundations information is protected and updated if needed and that all information is backed up regularly.

THF is committed to improving recordkeeping practices to comply with the provisions of the Records Governance Policy.

A Recordkeeping Policy has been developed and is updated regularly to ensure that records are created that document business decisions and activities and that these records are available and appropriately managed by our good recordkeeping systems.

The Foundation communicates roles and responsibilities for recordkeeping and management across the organisation through staff position descriptions and training.

THF works towards continuing to improve recordkeeping systems, practices, policies and procedures to support access, movement, updating, storage, disposal of agency records and information management.

Strategic workforce planning and performance

THF is an equal opportunity employer where people of all ages, genders and cultural backgrounds have equal opportunity for recruitment, promotion, remuneration and responsibilities.

THF has a very committed team that focuses on achieving the Foundation's strategic objectives, aims and mission. Staff are offered and encouraged further study and education opportunities to individually develop their skills. In December each year the THF staff undertake two strategic planning days where they review the performance of the past year and plan for the year ahead.

The Foundation's Chief Executive Officer applies an open-door policy with staff and meets with each employee on a regular basis to discuss workload, staff development and any issues that have arisen.

As staff vacancies arise at the Foundation, they are advertised online with Seek.com and this provides a basis to attract talented applicants as it is vital to recruit the best possible employees ensuring the ongoing success and growth of THF.

THF offers flexibility in work hours for staff to ensure a work-life-blend. During the COVID-19 pandemic, THF continued to operate by optimising flexible and remote working arrangements for staff.

To assist with flexible work arrangements, the Foundation reviews all reasonable requests from employees regarding flexible work requirements. This often involves changes to start and finish times, returning from parental leave in a part-time capacity and taking time off in lieu of additional hours worked outside of normal working hours.

The Foundation's leave policies are available for all staff to access and are reviewed by the Chief Executive Officer and Board regularly.

As at the 30 June 2021, THF had 27 full-time equivalent employees and the permanent separation rate was 32 per cent.

Early retirement, redundancy and retrenchment

No redundancy/early retirement/retrenchment packages were paid during this period.

Open Data

Information about consultancies, overseas travel and the Queensland language services policy is available at the Queensland Government Open Data website (qld.gov.au/data). During 2020-2021, THF had no expenditure on consultancy, overseas travel and Queensland language services to report.

No expenditure on consultancy, overseas travel and implementation of the Queensland Language Services Policy was incurred during 2020-2021.

Glossary

DDHHS	Darling Downs Hospital and Health Service
THF	Toowoomba Hospital Foundation
TH	Toowoomba Hospital
BHH	Baillie Henderson Hospital

Compliance Checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	<ul style="list-style-type: none"> A letter of compliance from the accountable officer or statutory body to the relevant Minister/s 	ARRs – section 7	
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4	
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 9.5	
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10	
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community and whole-of-government plans/specific initiatives 	ARRs – section 11.1	
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.2	
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.3	
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	
	<ul style="list-style-type: none"> Public Sector Ethics 	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	
	<ul style="list-style-type: none"> Human Rights 	<i>Human Rights Act 2019</i> ARRs – section 13.5	
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 13.6	
Governance – risk management and	<ul style="list-style-type: none"> Risk management 	ARRs – section 14.1	
	<ul style="list-style-type: none"> Audit committee 	ARRs – section 14.2	

Summary of requirement		Basis for requirement	Annual report reference
accountability	<ul style="list-style-type: none"> Internal audit 	ARRs – section 14.3	
	<ul style="list-style-type: none"> External scrutiny 	ARRs – section 14.4	
	<ul style="list-style-type: none"> Information systems and recordkeeping 	ARRs – section 14.5	
	<ul style="list-style-type: none"> Information Security attestation 	ARRs – section 14.6	
Governance – human resources	<ul style="list-style-type: none"> Strategic workforce planning and performance 	ARRs – section 15.1	
	<ul style="list-style-type: none"> Early retirement, redundancy and retrenchment 	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	
Open Data	<ul style="list-style-type: none"> Statement advising publication of information 	ARRs – section 16	
	<ul style="list-style-type: none"> Consultancies 	ARRs – section 33.1	Nil – page 28
	<ul style="list-style-type: none"> Overseas travel 	ARRs – section 33.2	Nil – page 28
	<ul style="list-style-type: none"> Queensland Language Services Policy 	ARRs – section 33.3	Nil – page 28
Financial statements	<ul style="list-style-type: none"> Certification of financial statements 	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1	
	<ul style="list-style-type: none"> Independent Auditor’s Report 	FAA – section 62 FPMS – section 46 ARRs – section 17.2	

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

ARRs *Annual report requirements for Queensland Government agencies*

Toowoomba Hospital Foundation
ANNUAL FINANCIAL STATEMENTS
30 June 2021

TOOWOOMBA HOSPITAL FOUNDATION FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

Financial Statements

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Certification

Management Certificate

**TOOWOOMBA HOSPITAL FOUNDATION
STATEMENT OF COMPREHENSIVE INCOME**

FOR THE YEAR ENDED 30 JUNE 2021

OPERATING RESULT	Notes	2021	2020
		\$	\$
Income from continuing operations			
Car parking revenue	2	2,241,756	2,130,252
Coffee shop and cafeteria income	3	1,994,386	2,117,918
Bequests and donations	4	303,573	429,528
Functions, special events and other fundraising	5	1,136,155	999,467
Interest revenue		49,007	99,409
Other revenue	6	429,326	657,369
Total revenue		6,154,203	6,433,943
Total income from continuing operations		6,154,203	6,433,943
Expenses from continuing operations			
Employee expenses	7	1,828,903	1,784,777
Supplies and services	8	2,265,431	2,194,572
Loss on disposal of assets		173,975	-
Depreciation and impairment expense	14(ii)	71,989	65,236
Finance costs		2,439	-
Grants and subsidies	9	1,518,915	2,229,675
Total expenses from continuing operations		5,861,652	6,274,260
Operating result from continuing operations		292,551	159,683
Operating result for the year		292,551	159,683
OTHER COMPREHENSIVE INCOME			
<u>Items not recyclable to operating result:</u>			
Increase in asset revaluation surplus	18	112,970	-
Total items not recyclable to operating result		112,970	-
Total other comprehensive income		112,970	-
TOTAL COMPREHENSIVE INCOME		405,521	159,683

The accompanying notes form part of these statements.

**TOOWOOMBA HOSPITAL FOUNDATION
BALANCE SHEET**

AS AT 30 JUNE 2021

	Notes	2021 \$	2020 \$
Current Assets			
Cash and cash equivalents	10	2,839,281	1,834,022
Receivables	11	765,207	228,960
Inventory		11,692	14,573
Other financial assets at amortised cost	12	3,660,000	3,960,000
Other current assets	13	73,410	247,625
Total Current Assets		7,349,590	6,285,180
Non-Current Assets			
Property, plant and equipment	14	823,739	1,172,164
Total Non-Current Assets		823,739	1,172,164
Total Assets		8,173,329	7,457,344
Current Liabilities			
Payables	15	425,038	141,292
Interest-bearing liabilities	16	5,790	5,815
Accrued employee benefits	17	82,817	66,709
Total Current Liabilities		513,645	213,816
Non-Current Liabilities			
Accrued employee benefits	17	28,067	17,432
Total Non-Current Liabilities		28,067	17,432
Total Liabilities		541,712	231,248
Net Assets		7,631,617	7,226,096
Equity			
Accumulated surplus		7,597,691	7,226,096
Asset revaluation surplus	18	33,926	-
Total Equity		7,631,617	7,226,096

The accompanying notes form part of these statements.

**TOOWOOMBA HOSPITAL FOUNDATION
STATEMENT OF CHANGES IN EQUITY**

FOR THE YEAR ENDED 30 JUNE 2021

	Accumulated Surplus	Asset Revaluation Surplus	Total
	\$	\$	\$
Balance as at 1 July 2019	7,066,413	-	7,066,413
Operating result from continuing operations	159,683	-	159,683
	<hr/>		
Balance as at 30 June 2020	7,226,096	-	7,226,096
	<hr/>		
Balance as at 1 July 2020	7,226,096	-	7,226,096
Operating result from continuing operations	292,551	-	292,551
Other comprehensive income	-	112,970	112,970
	<hr/>		
Total comprehensive income	292,551	112,970	405,521
	<hr/>		
Transfers	79,044	(79,044)	-
	<hr/>		
Balance as at 30 June 2021	7,597,691	33,926	7,631,617

The accompanying notes form part of these statements.

**TOOWOOMBA HOSPITAL FOUNDATION
STATEMENT OF CASH FLOWS**

FOR THE YEAR ENDED 30 JUNE 2021

	Notes	2021 \$	2020 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
<i>Inflows:</i>			
Receipts from customers		6,499,198	6,026,377
Interest received		72,700	124,535
GST input tax credits from ATO		238,387	213,358
GST collected from customers		498,273	257,733
<i>Outflows:</i>			
Supplies and services		(3,571,553)	(4,643,107)
Employee expenses		(1,800,682)	(1,597,954)
Finance costs		(2,439)	-
GST remitted to ATO		(646,726)	(268,374)
GST paid to suppliers		(191,142)	(223,164)
		1,096,016	(110,596)
Net cash provided by/(used in) operating activities			
CASH FLOWS FROM INVESTING ACTIVITIES			
<i>Inflows:</i>			
Proceeds from investments		1,935,000	-
<i>Outflows:</i>			
Payments for investments		(1,635,000)	(3,960,000)
Payments for property, plant and equipment		(390,732)	(26,497)
		(90,732)	(3,986,497)
Net cash provided by/(used in) investing activities			
CASH FLOWS FROM FINANCING ACTIVITIES			
<i>Inflows:</i>			
Repayment of borrowings		(25)	(2,727)
		(25)	(2,727)
Net cash provided by/(used in) financing activities			
Net increase/(decrease) in cash and cash equivalents		1,005,259	(4,099,820)
Cash and cash equivalents - beginning of financial year		1,834,022	5,933,842
Cash and cash equivalents - end of financial year	10	2,839,281	1,834,022

The accompanying notes form part of these statements.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 1 – Basis of financial statement preparation

(a) General information about the reporting entity

These financial statements cover the Toowoomba Hospital Foundation (the foundation). The foundation is a statutory body established under the *Hospitals Foundations Act 2018*. The foundation does not control other entities. The financial statements include the value of all income, expenses, assets, liabilities and equity for the foundation as an individual entity.

(b) Authorisation of financial statements for issue

The financial statements are authorised for issue by the Chief Executive Officer and Chairman at the date of signing the Management Certificate.

(c) Compliance with prescribed requirements

The financial statements have been prepared in compliance with the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2019*.

The foundation is a not-for-profit entity and these general purpose financial statements are prepared in compliance with the requirements of Australian Accounting Standards – Reduced Disclosure Requirements and Interpretations applicable to not-for-profit entities.

(d) Underlying measurement basis

The financial statements are prepared on an accrual basis (with the exception of the statement of cash flows which is prepared on a cash basis).

The historical cost convention is used as the measurement basis except for land and buildings which are measured at fair value.

(e) Presentation matters

Currency and Rounding - Amounts included in the financial statements are in Australian dollars. Amounts are rounded to the nearest dollar.

Comparatives - Comparative information has been restated in relation to the presentation of expenses. Expenses set out in the Statement of Comprehensive Income have been based on the nature of the expenses rather than the function. Details of the restatement are disclosed in Note 1 (j) No other changes have been made to comparatives.

Current / Non-Current Classification - Assets are classified as 'current' where their carrying amount is expected to be realised within 12 months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within 12 months after the reporting date, or the Foundation does not have an unconditional right to defer settlement to beyond 12 months after the reporting date. All other assets and liabilities are classified as non-current.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 1 – Basis of financial statement preparation (continued)

(f) Events impacting on financial performance

Financial impact of COVID-19

Judgement has been exercised in considering the impacts that the Coronavirus (COVID-19) pandemic has had on the entity based on known information. At this stage, the impact on the entity has been the reduction in revenue due to cancellation of events, and less than expected car parking and coffee shop and cafeteria sales due to restrictions placed on hospital services and visitors. The foundation accessed the JobKeeper program due to a decline in forecast turnover which reduced the financial impact in the current financial year, as disclosed in Note 6. The foundation has prepared a forecast for the 2022 financial year which demonstrates that the foundation can continue a level of activity in the event that further restrictions may occur.

(g) Taxation

The foundation is exempted from income tax under the Income Tax Assessment Act 1936 and is exempted from other forms of Commonwealth taxation with the exception of Fringe Benefits Tax (FBT) and Goods and Services Tax (GST).

Receivables and payables in the Balance Sheet are shown inclusive of GST. GST credits receivable from, and GST payable to, the ATO at reporting date are separately recognised in payables within Note 15.

(h) Key accounting estimates and judgments

The most significant estimates and assumptions made in the preparation of the financial statements related to the fair value and depreciation of Property, Plant and Equipment. Details are set out in Note 14. The valuation of property, plant and equipment necessarily involves estimation uncertainty with the potential to materially impact on the carrying amount of such assets in the next reporting period.

(i) New and revised accounting standards

First time mandatory application of Australian Accounting Standards and Interpretations

No new accounting standards applicable for the first time in 2020-21 had a material impact on the foundation.

Early adoption of Australian Accounting Standards and Interpretations

No accounting pronouncements were early adopted in the 2020-21 financial year.

Voluntary changes in accounting policy

No voluntary changes in accounting policies occurred during the 2020-21 financial year.

(j) Restatement of comparative results

In the 2021 financial year, the foundation made changes to the classification of expenses as reported in the Statement of Comprehensive Income. Changes were made to the comparative information to allow for consistency of presentation. The changes made to comparative information is as follows:

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 1 – Basis of financial statement preparation (continued)

(j) Restatement of comparative results (continued)

	Originally Stated - 2020	Adjustment	Restated - 2020
Expenses from Continuing Operations			
Employee expenses	1,620,518	164,259	1,784,777
Supplies and services	-	2,194,572	2,194,572
Functions, special events and other fundraising	598,848	(598,848)	-
Car parking expenses	384,879	(384,879)	-
Coffee shop and cafeteria expenses	1,038,678	(1,038,678)	-
Depreciation	65,236	-	65,236
Grants and subsidies	-	2,229,675	2,229,675
Grants paid	1,223,001	(1,223,001)	-
Donations to Toowoomba Hospital	963,741	(963,741)	-
Funding of HREC co-ordinator	42,933	(42,933)	-
Other expenses	336,426	(336,426)	-
Total Expenses from Continuing Operations	6,274,260	-	6,274,260

Note 2 – Car parking revenue

Revenue from car parking is recognised on the completed delivery of the car parking service to the customer (which occurs at the point of customer payment upon exiting the car park).

Note 3 – Coffee shop and cafeteria revenue

Revenue from coffee shop and cafeteria sales is recognised on the completed delivery of the sale to the customer (which occurs at the point of customer payment for goods).

Note 4 – Bequests and donations

Donations and gifts that are non-reciprocal in nature (i.e. do not require any goods or services to be provided in return) are recognised as revenue in the year in which the foundation obtains control over them at the time of receipt.

Contributions of services are recognised only if the services would have been purchased if they had not been donated and their fair value can be measured reliably. Where this is the case, an equal amount is recognised as revenue and an expense. The value of such services in the 2021 year is \$NIL (2020: \$NIL).

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

Note 5 – Functions, special events and other fundraising

Revenue from functions, special events and other fundraising activities are recognised as income when received and when the special event has been held. The amount and timing of receipts is dependent on a number of fundraising activities including direct mail donations, personal and corporate donations and special events.

	2021	2020
	\$	\$
Note 6 – Other revenue		
Rental income	3,900	46,818
Accommodation income	128,821	124,160
Vending machine income	21,861	20,250
Government assistance – JobKeeper and cash flow boost	244,500	315,999
Grant income	19,754	131,050
Other revenue	10,490	19,092
	429,326	657,369

Accounting policy

Revenue from other services rendered and sale of goods are recognised as revenue when the performance obligations are satisfied. Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office.

Note 7 – Employee expenses

Employee Benefits

Wages and salaries	1,605,320	1,541,229
Employer superannuation contributions	187,982	183,527
Annual leave expense	16,798	45,879
Long service leave expense	9,944	6,556

Employee Related Expenses

WorkCover expenses	8,859	7,586
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Total	1,828,903	1,784,777
Number of employees at year end	28	25

The number of employees as at 30 June, including both full-time employees and part-time employees, is measured on a full-time equivalent basis.

TOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 7 – Employee expenses (continued)

Accounting policy

Short-term employee benefits - wages, salaries, annual leave and sick leave

Wages and salaries due but unpaid at reporting date and annual leave liabilities are recognised in the Balance Sheet at the current salary rates. As the foundation expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at undiscounted amounts.

Prior history indicates that on average, sick leave taken each reporting period is less than the entitlement accrued. This is expected to continue in future periods. Accordingly, it is unlikely that existing accumulated entitlements will be used by employees and no liability for unused sick leave entitlements is recognised. As sick leave is non-vesting, an expense is recognised for this leave as it is taken.

Other long-term employee benefits –long service leave

Long service leave liabilities are classified and measured as other long term employee benefits as the foundation does not expect to wholly settle all such liabilities within the 12 months following reporting date.

Other long-term employee benefits are presented as current liabilities where the foundation does not have an unconditional right to defer payment for at least 12 months after the end of the reporting period.

Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments take into account anticipated future wage/salary levels, expected employee departures and periods of ineligible service. These are discounted using market yields on Australian Government bond rates at the end of the reporting period that coincide with the expected timing of estimated future payments.

All directly associated on-costs (e.g. employer superannuation contributions, payroll tax and workers' compensation insurance) are also recognised as liabilities, where these on-costs are material.

Superannuation

Superannuation benefits are provided through defined contribution (accumulation) plans in accordance with employees' conditions of employment and employee instructions.

Defined Contribution Plans – Employer contributions are based on rates specified under conditions of employment. The foundation's contributions are expensed when they become payable at each fortnightly pay period.

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 8 – Supplies and services		
Administration and management fees	160,856	140,541
Advertising and promotion	23,407	57,899
Bank fees and charges	23,056	16,314
Cleaning expenses	12,448	41,493
Computer and software expenses	30,365	35,969
Event, function and fundraising expenses	580,351	612,284
Food and beverage expenses	934,787	812,499
Gas and electricity	21,292	22,438
Insurance	25,989	19,140
Minor equipment purchases	23,344	45,960
Motor vehicle and travel expenses	26,529	14,742
Packaging expenses	59,218	24,809
Printing and stationery expenses	13,773	14,832
Repairs and maintenance	36,710	32,100
Telephone expenses	7,565	8,277
Other expenses	285,741	295,275
	<hr/>	<hr/>
Total	2,265,431	2,194,572

Disclosure - Auditor remuneration

Total audit fees paid relating to the 2020-21 financial statements are estimated to be \$13,000 (2020: \$11,880). There are no non-audit related services included in this amount.

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 9 – Grants and subsidies		
Grants paid – education and training	41,833	79,363
Grants paid – equipment	999,206	832,889
Grants paid – scholarship	69,001	54,718
Grants paid – special funding and programs	1,479	207,047
Grants paid – medical research	36,848	48,984
Grants returned – medical research	(104,507)	-
Donations – Toowoomba Hospital	427,300	963,741
Funding – HREC co-ordinator	47,755	42,933
	<hr/>	<hr/>
Total	1,518,915	2,229,675

Accounting policy

Grants paid includes applications for funding approved by the Board to provide equipment and resources, education, training and professional development, health and medical research and scholarships to support the operations and staff of Toowoomba Hospital.

Note 10 – Cash and cash equivalents

Cash on hand	10,740	12,337
At call deposits	2,828,541	1,821,685
	<hr/>	<hr/>
Total	2,839,281	1,834,022

Accounting policy

Cash and cash equivalents include all cash and cheques receipted at 30 June as well as deposits held at call with financial institutions.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 11 – Receivables		
Trade and other debtors	198,247	234,574
Less: Loss allowance	(2,443)	(5,614)
	195,804	228,960
Amounts receivable from property sale	569,403	-
Total	765,207	228,960

Accounting policy

Trade debtors are recognised at the nominal amounts due at the time of sale or service delivery i.e. the agreed purchase/contract price. Settlement terms are within 30 days from invoice date.

The collectability of receivables is assessed periodically with provision being made for expected credit losses. The loss allowance is estimated based on the probability and timing of potential defaults, and takes into account forecasts of future economic conditions as well as past events. All known bad debts were written-off as at 30 June.

Note 12 – Other financial assets at amortised cost

Fixed term deposits	3,660,000	3,960,000
Total	3,660,000	3,960,000

Accounting policy

The foundation classifies its financial assets at amortised cost only if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost comprises fixed term deposits with original maturity dates of between 3 and 12 months.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 13 – Other current assets		
Prepayments	3,728	3,037
Accrued JobKeeper and Cash Flow Boost	-	122,000
Accrued other revenue	33,728	59,759
Deposits	15,000	18,182
Accrued interest	20,954	44,647
	<hr/>	<hr/>
Total	73,410	247,625
	<hr/>	<hr/>
Note 14 – Property, plant and equipment and depreciation expense		
<i>(i) Property plant and equipment</i>		
Land: at fair value		
Gross	170,000	405,383
	<hr/>	<hr/>
	170,000	405,383
Buildings: at fair value		
Gross	170,000	445,133
Less: Accumulated depreciation	(419)	(43,425)
Less: Accumulated impairment losses	-	(7,716)
	<hr/>	<hr/>
	169,581	393,992
Improvements: at cost		
Gross	587,509	670,055
Less: Accumulated depreciation	(193,987)	(347,602)
	<hr/>	<hr/>
	393,522	322,453
Plant and equipment: at cost		
Gross	160,549	96,913
Less: Accumulated depreciation	(69,913)	(46,577)
	<hr/>	<hr/>
	90,636	50,336
	<hr/>	<hr/>
Total	823,739	1,172,164
	<hr/>	<hr/>

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 14 – Property, plant and equipment and depreciation expense (continued)

(ii) Property plant and equipment reconciliation

	Land Fair Value \$	Buildings Fair Value \$	Improve- ments Cost \$	Plant & Equipment Cost \$	Total \$
Carrying amount at 1 July 2020	405,383	393,992	322,453	50,336	1,172,164
Acquisitions	-	-	290,335	63,636	353,971
Disposals	(340,000)	(229,528)	(173,849)	-	(743,377)
Net revaluation increments/(decrements)	104,617	8,353	-	-	112,970
Impairment losses reversed – operating result	-	7,716	-	-	7,716
Depreciation expense	-	(10,952)	(45,417)	(23,336)	(79,705)
Carrying amount at 30 June 2021	170,000	169,581	393,522	90,636	823,739

(iii) **Accounting policy – recognition and measurement**

Asset acquisition

Actual cost is used for the initial recording of all non-current physical asset acquisitions. Cost is determined as the value given as consideration plus costs incidental to the acquisition, including all other costs incurred in getting the assets ready for use, including architects' fees and engineering design fees. However, any training costs are expensed as incurred.

Where assets are received free of charge from another Queensland public sector entity (usually via an involuntary transfer), the acquisition cost is recognised as the gross carrying amount in the books of the transferor immediately prior to the transfer together with any accumulated depreciation.

Assets acquired at no cost or for nominal consideration, other than from an involuntary transfer from another Queensland government agency, are recognised at their fair value at date of acquisition in accordance with AASB 116 *Property, Plant and Equipment*.

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense.

Recognition of property, plant and equipment

Items of property, plant and equipment with a cost or other value equal to or in excess of the following thresholds are recognised for financial reporting purposes in the year of acquisition:

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 14 – Property, plant and equipment and depreciation expense (continued)

(iii) Accounting policy (continued)

Recognition of property, plant and equipment (continued)

Land	\$1
Buildings	\$10,000
Plant and Equipment	\$5,000

Items with a lesser value are expensed in the year of acquisition. Expenditure is only capitalised if it increases the service potential or useful life of the existing asset. Maintenance expenditure that merely restores original service potential (arising from ordinary wear and tear etc.) is expensed.

Assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset.

Measurement of property, plant and equipment using cost

Plant and equipment is measured at cost in accordance with AASB 116 *Property, Plant and Equipment* and Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. The carrying amounts for plant and equipment at cost approximate their fair value.

Measurement of property, plant and equipment using fair value

Land and buildings are measured at fair value in accordance with AASB 116 *Property, Plant and Equipment*, AASB 13 *Fair Value Measurement* and Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector. These assets are reported at their revalued amounts, being the fair value at the date of valuation, less any subsequent accumulated depreciation and accumulated impairment losses where applicable.

Revaluations of property, plant and equipment

Land and buildings measured at fair value are revalued on an annual basis either by appraisals undertaken by an independent professional valuer or internal expert, or by the use of appropriate and relevant indices. For financial reporting purposes, the revaluation process is managed by the foundation's Board, who determines the specific revaluation practices and procedures.

Revaluations using independent professional valuer or internal expert appraisals are undertaken at least once every five years. However, if a particular asset class experiences significant and volatile changes in fair value, that class is subject to specific appraisal in the reporting period, where practicable, regardless of the timing of the last specific appraisal. Materiality concepts are considered in determining whether the difference between the carrying amount and the fair value of an asset is material (in which case revaluation is warranted).

The fair values reported by the foundation are based on appropriate valuation techniques that maximise the use of available and relevant observable inputs and minimise the use of unobservable inputs.

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 14 – Property, plant and equipment and depreciation expense (continued)

(iii) Accounting policy (continued)

Revaluations of property, plant and equipment (continued)

Where assets have not been specifically appraised in the reporting period, their previous valuations are materially kept up-to-date via the application of relevant indices. The foundation ensures that the application of such indices results in a valid estimation of the assets' fair values at reporting date. The State Valuation Service (SVS) supplies the indices used for the various types of assets. Such indices are either publicly available, or are derived from market information available to SVS. SVS provides assurance of their robustness, validity and appropriateness for application to the relevant assets. Indices used are also tested for reasonableness by applying the indices to a sample of assets, comparing the results to similar assets that have been valued by an independent professional valuer or internal expert, and analysing the trend of changes in values over time. Through this process, which is undertaken annually, management assesses and confirms the relevance and suitability of indices provided by SVS based on the foundation's own particular circumstances. Any revaluation increment arising on the revaluation of an asset is credited to the asset revaluation surplus of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the revaluation surplus relating to that asset class.

On revaluation, for assets revalued using a cost valuation approach (e.g. depreciated replacement cost) - accumulated depreciation is adjusted to equal the difference between the gross amount and carrying amount, after taking into account accumulated impairment losses. This is generally referred to as the 'gross method'. For assets revalued using a market or income-based valuation approach - accumulated depreciation and accumulated impairment losses are eliminated against the gross amount of the asset prior to restating for the revaluation. This is generally referred to as the 'net method'.

The cost of land and buildings acquired during the financial year has been judged by management to materially represent their fair value at the end of the reporting period.

Impairment

All non-current physical assets (including intangible assets) are assessed for indicators of impairment on an annual basis or, where the asset is measured at fair value, for indicators of a change in fair value/service potential since the last valuation was completed.

Where indicators of a material change in fair value or service potential since the last valuation arise, the asset is revalued at the reporting date under AASB 13 *Fair Value Measurement*. If an indicator of possible impairment exists, the foundation determines the asset's recoverable amount under AASB 136 *Impairment of Assets*. Recoverable amount is equal to the higher of the fair value less costs of disposal and the asset's value in use subject to the following:

- As a not-for-profit entity, certain property, plant and equipment of the foundation is held for the continuing use of its service capacity and not for the generation of cash flows. Such assets are typically specialised in nature. In accordance with AASB 136, where such assets measured at fair value under AASB 13, that fair value (with no adjustment for disposal costs) is effectively deemed to be the recoverable amount. Consequently, AASB 136 does not apply to such assets unless they are measured at cost.

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

Note 14 – Property, plant and equipment and depreciation expense (continued)

(iii) Accounting policy (continued)

Impairment continued

- For other non-specialised property, plant and equipment measured at fair value, where indicators of impairment exist, the only difference between the asset's fair value and its fair value less costs of disposal is the incremental costs attributable to the disposal of the asset. Consequently, the fair value of the asset determined under AASB 13 will materially approximate its recoverable amount where the disposal costs attributable to the asset are negligible. After the revaluation requirements of AASB 13 are first applied to these assets, applicable disposal costs are assessed and, in the circumstances where such costs are not negligible, adjustments to the recoverable amount are made in accordance with AASB 136.

For all other remaining assets (including intangible assets) measured at cost, recoverable amount is equal to the higher of the fair value less costs of disposal and the asset's value in use.

Value in use is equal to the present value of the future cash flows expected to be derived from the asset, including the estimated net disposal proceeds.

An impairment loss is recognised immediately in the Statement of Comprehensive Income, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus of the relevant class to the extent available.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income, unless the asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

Depreciation

Land is not depreciated as it has an unlimited useful life.

Buildings and plant and equipment are depreciated on a straight-line basis so as to allocate the revalued amount or net cost of each asset (respectively), less its estimated residual value, progressively over its estimated useful life to the foundation.

The estimation of the useful lives of assets is based on historical experience with similar assets as well as considerations such as manufacturers' warranties and asset turnover practices. Reassessments of useful lives are undertaken annually by the foundation. Any consequential adjustments to remaining useful life estimates are implemented prospectively.

Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the foundation.

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

Note 14 – Property, plant and equipment and depreciation expense (continued)

(iv) Depreciation disclosures

For each class of depreciable asset the following depreciation rates are used:

Class	Rate %
Buildings	2.5
Leasehold improvements	2.5 – 20
Plant and equipment	10 - 20

	2021	2020
	\$	\$
Note 15 – Payables		
Trade and other creditors	231,736	92,099
GST liability	74,752	-
PAYG withholding payable	14,470	21,851
Accrued expenses	104,080	27,342
Total	425,038	141,292

Accounting policy

Accounts payable represent trade creditors that are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price, gross of applicable trade and other discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

Note 16 – Interest-bearing liabilities

Credit card	5,790	5,815
Total	5,790	5,815

Note 17 – Accrued employee benefits

Current

Annual leave	76,861	60,063
Long service leave	5,956	6,646
Total	82,817	66,709

TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 17 – Accrued employee benefits (continued)		
Non-Current		
Long service leave	28,067	17,432
Total	28,067	17,432

Accounting Policy

Refer to Note 7.

Note 18 – Movement in asset revaluation surplus

	Land	Buildings	Total
	\$	\$	\$
Balance at 1 July 2019	-	-	-
Balance at 30 June 2020	-	-	-
Balance at 1 July 2020	-	-	-
Revaluation increments	104,617	8,353	112,970
Transfer to retained earnings on asset disposal	(79,044)	-	(79,044)
Balance at 30 June 2021	25,573	8,353	33,926

Note 19 – Fair value measurement

What is fair value?

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date under current market conditions (i.e. an exit price) regardless of whether that price is directly derived from observable inputs or estimated using another valuation technique.

Financial assets and liabilities

The carrying amounts of trade receivables and payables approximate their fair value. The foundation holds no financial assets classified at fair value through profit and loss.

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

Note 19 – Fair value measurement (continued)

Non-financial assets

A fair value measurement of a non-financial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use.

Observable inputs are publicly available data that are relevant to the characteristics of the assets/liabilities being valued. Observable inputs used by the foundation include, but are not limited to, published sales data for land and general office buildings.

Unobservable inputs are data, assumptions and judgements that are not available publicly, but are relevant to the characteristics of the assets/liabilities being valued. Significant unobservable inputs used by the foundation include subjective adjustments made to observable data to take account of the characteristics of the foundation's assets/liabilities, internal record of recent construction costs (and/or estimates of such costs) for assets' characteristics/functionality, and assessments of physical condition and remaining useful life. Unobservable inputs are used to the extent that sufficient relevant and reliable observable inputs are not available for similar assets/liabilities.

Disclosure – Assets measured at fair value

Specific appraisals of the foundation's land and buildings were most recently performed as at 26 May 2021 by the foundation Board using fair value principles. The Board obtained evidence in relation to the market value of the properties held to support this judgement.

Note 20 – Financial instruments

Financial instruments – Accounting policy on recognition

Receivables and payables are initially measured at fair value plus or minus directly attributable transaction costs and are subsequently measured at amortised cost.

Categories of financial assets and financial liabilities

	2021	2020
	\$	\$
<u>Financial Assets</u>		
Cash and cash equivalents	2,839,281	1,834,022
Receivables at amortised cost	765,207	228,960
Other financial assets at amortised cost	3,660,000	3,960,000
Total	7,264,488	6,022,982
<u>Financial Liabilities</u>		
Interest-bearing liabilities	5,790	5,815
Financial liabilities at amortised cost	320,958	141,292
Total	326,748	147,107

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

Note 21 – Key management personnel (KMP) disclosures

Details of key management personnel

The following details for non-Ministerial key management personnel include those foundation positions that had authority and responsibility for planning, directing and controlling the activities of the foundation during 2020-21 and 2019-20. Further information about these positions can be found in the body of the foundation's Annual Report under the section relating to Executive Management.

Position	Position responsibility
Board of Directors	The strategic leadership, guidance and effective oversight of the management of the foundation, including its operational and financial performance.
Chief Executive Officer	Responsible for the strategic leadership and direction of the foundation.

KMP remuneration policies

No Board Members received or were entitled to receive any fees or other benefits during the year.

Remuneration and other terms of employment for the foundation's other key management personnel are specified in employment contracts. The contracts provide for other benefits including motor vehicles. Remuneration expenses for these key management personnel comprises the following components:

- Short term employee expenses which include:
 - salaries and allowances earned and expensed for the entire year, or for that part of the year during which the employee occupied the specified position.
 - non-monetary benefits - consisting of provision of a vehicle together with fringe benefits tax applicable to the benefit.
- Long term employee expenses - mainly annual leave and long service leave entitlements earned and expensed for the entire year, or for that part of the year during which the employee occupied the specified position;
- Post-employment expenses - mainly superannuation contributions; and
- Termination benefits - include payments in lieu of notice on termination and other lump sum separation entitlements (excluding annual and long service leave entitlements) payable on termination of employment or acceptance of an offer of termination of employment.

The following disclosures focus on the expenses incurred by the foundation during the respective reporting periods that is attributable to key management positions. Therefore, the amounts disclosed reflect expenses recognised in the Statement of Comprehensive Income.

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

Note 21 – Key management personnel (KMP) disclosures (continued)

Remuneration expenses

1 July 2020 – 30 June 2021

Position	Short Term Employee Benefits		Long Term Employee Benefits	Post Employment Benefits	Termination Benefits	Total Remuneration
	Base \$'000	Non-Monetary Benefits \$'000	\$'000	\$'000	\$'000	\$'000
Chief Executive Officer	162	5	-	20	-	187

1 July 2019 – 30 June 2020

Position	Short Term Employee Benefits		Long Term Employee Benefits	Post Employment Benefits	Termination Benefits	Total Remuneration
	Base \$'000	Non-Monetary Benefits \$'000	\$'000	\$'000	\$'000	\$'000
Chief Executive Officer	157	6	-	20	-	183

Performance payments

No KMP remuneration packages provide for performance or bonus payments.

Note 22 – Related party transactions

Transactions with people/entities related to KMP

Other than the transactions disclosed in Note 21, there are no transactions with KMP or entities related to KMP in the 2021 or 2020 financial years.

Note 23 – Commitments for expenditure

Grants Approved

The Toowoomba Hospital Foundation commit to expenditure for projects at Board Meetings. The projects are recognised as a liability on receipt of an approved invoice for the project. The grants approved by the Board which remain unpaid at balance date are recorded as commitments. At balance date of 30 June 2021 the outstanding grants commitment was \$1,336,743 (2020: \$1,508,003).

**TOOWOOMBA HOSPITAL FOUNDATION
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2021

Note 24 – Contingencies

There were no contingent liabilities of any significance at balance date (2020: \$NIL).

Note 25 – Concessionary lease arrangements

The foundation has elected to apply the temporary option available under AASB 2018-8 Amendments to Australian Accounting Standards - Right-of-Use Assets of Not-for-Profit Entities in relation to any existing concessionary lease arrangements. The foundation has the following existing concessionary lease arrangements, on which it is economically dependent:

Car Park Lease

The Car Park located at the Toowoomba Hospital is leased from the Darling Downs Hospital and Health Service. The current lease is a 15 year term commencing on 1 January 2016 to 31 December 2030. The rent payable is \$1.00 (GST-inclusive) per annum.

Office, Administration and Family Support Accommodation

The foundation has a licence to occupy an office building and family support accommodation facilities from the Darling Downs Hospital and Health Service. The current lease is a 5 year term commencing on 2 October 2018 to 1 October 2023, with a 5 year option to renew. The rent payable is \$1.00 (GST-inclusive) per annum (if requested).

Toowoomba Hospital Café

The foundation has a licence to occupy the Toowoomba Hospital Cafe from the Darling Downs Hospital and Health Service to operate WellBean Co. The current lease is a 3 year term commencing on 1 July 2019 to 30 June 2022, with two 3 year options to renew. The rent payable is \$1.00 (GST-inclusive) per annum (if requested).

Baillie Henderson Hospital Café

The foundation has a licence to occupy the Baillie Henderson Hospital Cafe from the Darling Downs Hospital and Health Service to operate WellBean Co. The current lease is a 3 year term commencing on 16 January 2020 to 31 December 2022, with two 3 year options to renew. The rent payable is \$1.00 (GST-inclusive) per annum (if requested).

Note 26 – Events occurring after balance date

The foundation's financial statements are expected to be negatively impacted by COVID-19 beyond 30 June 2021, although the actual impacts cannot be reliably estimated at the reporting date.

With the exception of the above, there were no events occurring after balance date which require disclosure in the financial report.

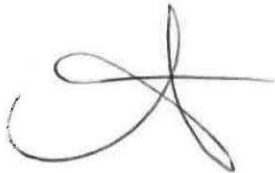
TOOWOOMBA HOSPITAL FOUNDATION

MANAGEMENT CERTIFICATE OF TOOWOOMBA HOSPITAL FOUNDATION

These general purpose financial statements have been prepared pursuant to s.62(1)(a) of the *Financial Accountability Act 2009* (the Act), s.39 of the *Financial and Performance Management Standard 2019* and other prescribed requirements. In accordance with s.62(1)(b) of the Act we certify that in our opinion:

- (a) the prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- (b) the statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Toowoomba Hospital Foundation for the financial year ended 30 June 2021, and of the financial position of the foundation at the end of that year; and

We acknowledge responsibility under s.7 and s.11 of the *Financial and Performance Management Standard 2019* for the establishment and maintenance, in all material respects, of an appropriate and effective system of internal controls and risk management processes with respect to financial reporting throughout the reporting period.



ALISON KENNEDY
Chief Executive Officer



RAYMOND TAYLOR
Chairman

Dated this 31st day of AUGUST 2021

INDEPENDENT AUDITOR'S REPORT

To the Board of Toowoomba Hospital Foundation

Report on the audit of the financial report

Opinion

I have audited the financial report of Toowoomba Hospital Foundation.

In my opinion, the financial report:

- a) gives a true and fair view of the entity's financial position as at 30 June 2021, and its financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019, the *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulation 2013 and Australian Accounting Standards – Reduced Disclosure Requirements.

The financial report comprises the balance sheet as at 30 June 2021, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the management certificate.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the entity in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the entity for the financial report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019, the *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulation 2013 and Australian Accounting Standards – Reduced Disclosure Requirements, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the entity or to otherwise cease operations.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances. This is not done for the purpose of expressing an opinion on the effectiveness of the entity's internal controls, but allows me to express an opinion on compliance with prescribed requirements.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the entity.
- Conclude on the appropriateness of the entity's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation

I communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on other legal and regulatory requirements

Statement

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2021:

- a) I received all the information and explanations I required.
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Financial Accountability Act 2009*, any other Act and the Financial and Performance Management Standard 2019. The applicable requirements include those for keeping financial records that correctly record and explain the entity's transactions and account balances to enable the preparation of a true and fair financial report.



Carolyn Dougherty
as delegate of the Auditor-General

31 August 2021

Queensland Audit Office
Brisbane



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